

MINUTES
Thursday, January 9, 2020
ST 147 Main Campus 2:30 p.m. – 4:30 p.m.

Chair: **R. Yates**
 Recording Secretary: S. Larsen
 Attendance:

Members Present

Abdelsamie, M.
 Achari, G.
 Azaiez, J.
 Beattie, T
 Bertram, J.
 Boyd, J.
 Braun, A.
 Braun, J.
 Campbell, L.
 Clarke, M.
 Cobb, J.
 Colpitts, G.
 Curtin, S.
 Dann, M.
 Fapojuwo, A.
 Field, J.
 Gibbs Van Brunschot, E.
 Halawa, B.
 Hewson, J.
 Huebert, R.
 Keller, J.
 King-Shier, K.
 Kreitzer, L.
 Leblanc, J.
 Lenters, K.
 Levey, A.

Mains, P.
 Mansouri, M.
 McCafferty, D.
 McCauley, E.
 McCoy, L.
 Morton, C.
 O'Brien, M.
 Oddone Paolucci, E.
 Perić, S.
 Protzner, A.
 Radford, L.
 Ryan, C.
 Saweczko, A.
 Sideris, M.
 Simon, C.
 Spangler, J.
 Srivastava, A.
 Thangadurai, V.
 Thomas, M.
 Thundathil, J.
 Vamosi, J.
 Vanderspoel, J.
 Wasmuth, J.
 Wilcox, G.
 Woiceshyn, J.
 Wylant, B.

Members Absent

Colicos, M.
 Culos-Reed, N.
 Cunningham, C.
 Dunn, J.
 Falkenberg, L.
 Finn, P.
 Groen, J.
 Halek, M.
 Hansen, P.
 Iaria, G.
 Iskander, M.
 Johnson, J.
 Konnert, C.

Lopes, M.
 McDermid, G.
 Ritter, E.
 Svachenko, S.
 Sherer, P.
 Snider, B.
 Spencer, B.
 Strous, M.
 Tombe, T.
 Tyler, M.
 Wright, Jim
 Wright, John
 Young, L.
 Zimmerman, S.

**Faculty of Graduate Studies
Officers Present**

Robinson, G.
 Nathoo, S.

**Faculty of Graduate Studies
Officers Absent**

Stiven, C.

Guests

Book, D.

1.0 APPROVAL OF AGENDA

The Chair called the meeting to order and asked for approval of the agenda.

MOTION: Moved /Seconded

That FGS Council approve the agenda for the Faculty of Graduate Studies Council Meeting of January 9, 2020.

CARRIED

The Chair and E. McCauley acknowledged the tragic crash of Ukraine International Airlines Flight PS752 expressing sincere condolences to the Iranian community and to others touched by the loss. GSA President, M. Mansouri, was thanked for his support and assistance during this difficult time.

2.0 E. MCCAULEY – PRESENTATION AND Q & A

E. McCauley commended FGS Council for its highly regarded work and leadership in graduate education, drawing attention to initiatives in program development, student funding, mental health, and professional development. He also shared his goal of increasing the number of graduate students at the University of Calgary and commented on the important role FGS Council will play in achieving this ratio.

Upon request, FGS Council members brought the following topics to the attention of the president: international differential, student/supervisor relationships, base funding, administrative support and staff workloads, external revenue sources, industry relationships, international strategy, and support for the

Indigenous Strategy and Equity, Diversity and Inclusion.

3.0 APPROVAL OF FGS COUNCIL COMMITTEE MEETING NOVEMBER 21, 2019 MINUTES

MOTION: Moved/Seconded

That FGS Council approve the minutes for the Faculty of Graduate Studies Council Committee Meeting of November 21, 2019.

CARRIED

4.0 BUSINESS ARISING FROM THE MINUTES

There were no matters raised at this time.

5.0 REPORT FROM THE CHAIR

The Chair provided a slide presentation and the following points were highlighted:

- Faculties were reminded to advertise Graduate Orientation sessions, particularly at the start of the winter term, so students are welcomed and sessions well attended.
- Enrolment planning for this year includes international as well as domestic targets.
- In future years, Quality Assurance and Canadian Graduate and Professional Student Survey data will be made available quickly due to the development of a dashboard. Present data, however, will be about a year out of date when it is available in the spring of 2020.
- FGS Council members were asked to encourage supervisors to take advantage of the Quality Graduate Supervision MOOC, which will be offered this winter. It was designed to support the enhancement of supervisory skills and practices through on-line learning modules.
- Following the up-coming Board of Governors meeting, communication on how to move forward with tuition changes, will be sent to programs
- Preliminary graduate funding support letters, including predicted AGES allocations, will be available for programs in late January.
- The provincial requirement to notify international students of tuition costs throughout their program is effective for the 2020-21 academic year.
- A proposal on how to manage the international differential received FGS Council's support and will be shared with University of Calgary deans.

6.0 REPORTS FROM THE FGS ASSOCIATE DEANS

6.1 Suzanne Curtin and Kim Lenters, Associate Deans (Students)

On behalf of K. Lenters and herself, S. Curtin:

- Thanked FGS Council members for their assistance with the supervisory renewal process. Communication will be sent to any supervisors who have not yet completed their renewal.
- Reviewed the poor academic standing process for course-based students.

6.2 Donna-Marie McCafferty, Associate Dean (Scholarships)

D. McCafferty provided an update on scholarship competitions underway. Workshops have taken place and assistance will be provided to individual programs upon request.

6.3 Jalel Azaiez, Associate Dean (Policy)

J. Azaiez provided FGS Council with an update on a recent PhD recruitment trip to China.

7.0 REPORT FROM THE GRADUATE COLLEGE HEAD

J. Wasmuth asked FGS Council members to watch for emails coming out soon regarding the Graduate College, and offered to speak to programs or groups of students to share information and answer

questions.

8.0 REPORT FROM THE GRADUATE STUDENTS' ASSOCIATION PRESIDENT

M. Mansouri reported on GSA organized and sponsored events, and FGS Council members were asked to help make graduate students aware of GSA funds available for projects, professional development and financial support.

Details of the upcoming Peer Beyond Symposium were shared by M. Abdelsamie.

9.0 REPORT FROM THE GENERAL FACULTIES COUNCIL REPRESENTATIVE

T. Beattie reported graduate related highlights from the Dec. 12, 2019 General Faculties Council meeting. This included approvals of the Experiential Learning Plan, Supervision Policy revisions, and Universal Student Ratings of Instruction. The Freedom of Expression Statement was discussed and updates were provided on the Indigenous Strategy and Innovation@UCalgary Ecosystem.

10.0 REPORT FROM THE GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE REPRESENTATIVE

A report was not presented at this time.

11.0 QUESTION PERIOD

No questions were asked at this time.

12.0 NEW BUSINESS

12.1 FGS Operating Standard Revisions – J. Azaiez

Documents were circulated with the agenda.

The FGS Operating Standard requires revision to clarify how guaranteed funding is affected by the winning of competitive awards. Also, both the FGS Operating Standard and the related program funding policies will need amendments in response to tuition fee changes. The FGS Operating Standard will need to remain high level, however, programs must be detailed and clear in their policies and offer letters to students. The FGS Operating Standard will be revised, based on the discussion and incoming information, and will return to FGS Council for approval.

The Chair noted that programs should bring any questions or concerns regarding specific funding cases to FGS for review and advice.

12.2 Changes to Annual Progress Reports and Supervisory Committee Form – S. Curtin/S. Nathoo

Due to time constraints this item was tabled and will return on the Feb. 27 FGS Council meeting agenda.

12.3 Operationalizing Changes to the Supervisory Policy – R. Yates/D. Book

Documents were circulated with the agenda.

Revisions to the Supervisory Policy, approved at General Faculties Council on Dec. 12, 2019, are now in effect. The changes, which are regarding relationships and disclosure, were discussed. All FGS documents are in the process of being aligned with, and linked to, the Supervisory Policy. Communication to draw attention to the policy and the revisions will be going out to supervisors soon.

13.0 Scholarships

The Terms of Reference for new scholarships were included, for information, in the meeting package.

14.0 ADJOURNMENT

The meeting was adjourned at 4:35 pm.

